**Project Assessment and Evaluation Plan (PAEP)**
**Reference of Definitions for the Abbreviated Guide**

**A Goal:** A sentence that states ideal future desired conditions. Goals represent the ultimate intention of agreed-upon actions and targets. Goals list who (the grantee and/or partners), what they want to achieve, why they want to achieve it, how they will achieve it, and by when they will achieve it.

> *The following goals will be performed by the non-profit Clean Water For Waterville to provide for better water quality and water conservation by the end of this project:*
> 1.) *Increase homeowner knowledge on proper irrigation techniques by holding 5 workshops to teach homeowners the do's and don'ts of irrigation.*
> 2.) *Increase students' knowledge of water use by teaching the Water Wise Science Curriculum in the 3 area schools*
>
> *The following goals will be performed by the non-profit Clean Water For Waterville and volunteers to provide for reduced flooding and improved ecosystem habitat in the next 10 years.*
> 1.) *Increase bank stabilization by planting 1500 native plants along 25 ft of the Waterville River.*
> 2.) *Remove invasive species along 25 ft of the Waterville River.*

**Outcome:** Results, impacts, or consequences of actions and activities. A "Physical person/people, thing, or environment" that is *changed* as a result of the actions taken to reach a goal. This can also be considered what the goal is expected to produce.

> *A stabilized bank with native vegetation, Homeowners in the town of Waterville who understand how to properly irrigate their lawn to conserve water.*

**Outcome Indicators:** A readily useable dataset that shows change in a particular social or environmental condition (A measurement *of the change within* the "Physical person/people thing, or environment") that the grantee is trying to directly affect.

> *Density of native bank vegetation across the project site. Percentage of Waterville homeowners with at least a 5% increase in knowledge on proper irrigation techniques.*

**Output:** Goals and services produced- colloquially often referred to as "widgets" or "beans". A "Physical thing" or service that is created as a result of the work done.

> *Non-native plants, Hand-outs, People*

**Output Indicators:** *Quantity of* "Physical things or service" that are *created or actions observed* as a result of the "physical thing or service" done.

> *Number of non-native plants removed, Number of handouts distributed at the workshop, Number of attendees at the workshop*

- o Administrative output indicators track the administrative actions of a specific project (e.g., number of progress reports written, permits obtained).
- o Project output indicators track deliverables and intermediate milestones (e.g. number of workshop attendees, development of pollution prevention plans)

**Target/Milestone:**  A level of performance desired within a given timeframe.

25 ft of bank stabilized with an average of .75m$^2$ vegetation coverage, 80% of Homeowners in Waterville with at least a 5% increase in knowledge on proper irrigation techniques

**Measurement Tools and Methods:**  What tools are used as the ruler to measure the outcome and target?  What protocols, proven techniques, or systems are used to measure outcomes and targets?  This column answers what will be used to measure the success or failure of the goal and what steps will be taken to make that measurement.  Some tools include analytical instruments, standard protocols, models, statistical analyses, and maps.  Some methods include field surveying, behavioral surveys, before and after comparisons, and "how to" manuals.

Measurement tool:  Quadrant frame and human eyes.

Method:    Density surveys will be performed using a 1 meter$^2$ quadrant frame and estimates in vegetation coverage will be made using the Jackson-Anderson method.

Measurement Tool:  Pre and Post Tests, registered landowner records, and sign-in sheets.

Method:    Registered landowner names and addresses will be listed and indicated on the sign-in sheet, as determined from the registered homeowner records.  The sign-in sheet will be used to determine if at least 80% of the homeowners attended at least one workshop.  Pre and post tests of these landowners will be used to determine if homeowners improved their score more than 5%.